



# Notice

## City Commission Regular Meeting

7:00 pm

Monday, May 2, 2016

Commission Chambers, Governmental Center

400 Boardman Avenue

Traverse City, Michigan 49684

Posted and Published: 4-28-2016

Meeting informational packet is available for public inspection at the Traverse Area District Library, City Police Station, City Manager's Office and City Clerk's Office.

The City of Traverse City does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Penny Hill, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan, 49684, 922-4440, TDD: 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

City Commission:

c/o Benjamin C. Marentette, MMC, City Clerk

(231) 922-4480

Email: [tcclerk@traversecitymi.gov](mailto:tcclerk@traversecitymi.gov)

Web: [www.traversecitymi.gov](http://www.traversecitymi.gov)

400 Boardman Avenue

Traverse City, MI 49684

---

*The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.*

**Welcome to the Traverse City Commission meeting!**

**Agenda**

Any interested person or group may address the City Commission on any agenda item when recognized by the presiding officer or upon request of any Commissioner. Also, any interested person or group may address the City Commission on any matter of City concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Commission.

**Pledge of Allegiance**

**1. Roll Call**

*Presentation by Mayor Jim Carruthers of a proclamation declaring May 15-21, 2016 as Police Memorial Week.*

**2. Consent Calendar**

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for individual consideration by the Commission; and such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- a. Consideration of approving minutes of the City Commission meetings of April 13, 2016, April 18, 2016, and April 25, 2016. (Approval recommended) (Marty Colburn, Benjamin Marentette)

- b. Consideration of authorizing the City Manager to issue a purchase order for a replacement all-wheel drive utility cart for operational use by Traverse City Parking Services. (Approval recommended) (Marty Colburn, Rob Bacigalupi) (5 affirmative votes required)
- c. Consideration of authorizing a lease with J & S Hamburg for it to occupy a portion of city property directly east of J&S on West Front Street, for outdoor dining. (Approval recommended) (Marty Colburn, Benjamin Marentette) (5 affirmative votes required)
- d. Consideration of approving a 3% increase in annual salary for Downtown Development Authority Executive Director Rob Bacigalupi as well as a 3% annual increase for the subsequent two years, as approved by the Downtown Development Authority, which is required by Michigan Law. (Approval recommended) (Marty Colburn, Rob Bacigalupi)
- e. Consideration of approving an increase in fees for special events held in parking lots, and consideration of approving the inclusion of the revised fees in the city's Directory of Charges, which is a compilation of all fees for service. (Approval recommended) (Marty Colburn, Benjamin Marentette, Rob Bacigalupi)
- g. Consideration of authorizing a three-year agreement with Grand Traverse County for Central Records Services for the Police Department. (Approval recommended) (Marty Colburn) (5 affirmative votes required)
- h. Consideration of authorizing the City Clerk to issue the Fireworks Display Permits for fireworks displays on Independence Day, July 4, 2016; and the conclusion of the National Cherry Festival, Saturday, July 9, 2016. (Approval recommended) (Marty Colburn, Benjamin Marentette, James Tuller)

- i. Consideration of approving a location change for the Bryan Crough Memorial from the Radio Centre Phase III development to Lay Park, due to a change in development plans at Radio Centre Phase III which make the placement of a memorial logistically problematic, as recommended by the Public Arts Commission. (Approval recommended) (Marty Colburn, Benjamin Marentette)

### **Items removed from the Consent Calendar**

- a.
- b.
- c.

### **3. Old Business**

- a. Consideration of enacting an amendment to the Traverse City Code of Ordinances which would allow additional uses and modify the development requirements in the Transportation Districts, to allow other uses which are compatible or complimentary to the operation of the Cherry Capital Airport, as recommended by the Planning Commission. (Marty Colburn, Russell Soyring)

### **4. New Business**

- a. Presentation of the Police Chief Jeff O' Brien's new command staff and update regarding the direction of the Police Department. (Marty Colburn, Jeff O' Brien)
- b. Consideration of entering into closed session to discuss strategy in connection with collective bargaining agreement negotiations. (Marty Colburn)

- c. Initial delivery of the City Manager's proposed budget for Fiscal Year 2016-2017 and scheduling a public hearing on all funds and budgets for Tuesday, May 17, 2016, at 7 p.m.. (Marty Colburn, William Twietmeyer)
- d. Consideration of adopting a resolution supporting House Bill 5578, which addresses some of the negative effects to municipalities in connection with the current 'dark store' tax appeals issue. (Marty Colburn)
- e. Consideration of adopting to make permanent the following traffic control orders:
  - #594, which prescribes a 5-ton load limit on Indian Trail Boulevard between Airport Access Road and the easterly City limits
  - #595, which provides for handicap parking on the north side of West Front Street immediately west of Hall Street and on the south side of West Front Street in a portion of the 500 block
  - #597, which provides for right turns only for westbound traffic on Eighth Street at Boardman Avenue
  - #598, which provides for immediate pickup and drop off only on the south side of Seventh Street between Pine Street and Wadsworth Street(Marty Colburn)
- f. Continued discussion regarding the City Commission's goal and objective for increased walkability. (Marty Colburn, Russell Soyring)

## **5. Appointments**

- a. Consideration of appointing a member of the City Commission to serve as alternate member on the Traverse Transportation Coordinating Initiative (formerly known as TC-TALUS). (Commissioner Gary Howe, Marty Colburn, Katie Zeits)
- b. Consideration of establishing an ad hoc interview committee regarding two appointments to the Historic Districts Commission. (Marty Colburn, Katie Zeits)

- c. Consideration of approving the Mayor's appointments to the Human Rights Commission. (Mayor Jim Carruthers, Marty Colburn, Katie Zeits)

## **6. Reports, Announcements and Correspondence**

**Please note: For this section of the agenda, when an actual report is included or expected, the item will be underlined.**

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.
  - 1. Reports from members of the Commission serving on boards.
  - 2. Minutes of the Downtown Development Authority Board of Trustees meeting of April 15, 2016.
  - 3. Report on Accessory Dwelling Units from the Planning Director dated April 19, 2016.
  - 4. Quarterly Report from Traverse City Parking Services for the third fiscal quarter which ended March 31, 2016.
  - 5. Minutes of the Act 345 Retirement System meeting of January 27, 2016.
  - 6. Memo from the City Treasurer/Finance Director regarding delinquent water and sewer charges that will be added to the summer 2016 tax bills for the properties which are delinquent.
- e. Reports and correspondence from non-City officials.

1. Monthly Operations Report from CH2M for the Wastewater Treatment Plant for March 2016.

## **7. Public Comment**

- a. Reserved.

None.

- b. General.

- c. Mayor and City Commissioners.

## **8. Adjournment**

---

*The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.*

k:\tcclerk\city commission agendas\2016\agenda\_20160502